

GREATER LOCKPORT DEVELOPMENT CORPORATION
Minutes of April Board Meeting
May 26th, 2022

The regular meeting of the Greater Lockport Development Corporation's Board of Directors was called to order at 8:00 a.m. at the Dale Association (33 Ontario Street, Lockport). The following Directors were present and constituted a quorum:

Deanna Alterio-Brennen	Gary Bennett
Jody Chesko	Kathy DiMillo
Phil Jackson	Steve Jerz
Franklin Knowles	Jennifer Murphy
Gina Pasceri	David VanSchoonhoven

Excused: Jackie Davis, Mayor Michelle Roman, Allan VanDeMark

Staff: Brian Smith, Heather Peck

Others: Brian Hutchison, Corporation Counsel
Liz Zulawski, Leadership Niagara President & CEO
Grace Platt, LMS Events Coordinator
Steven Pump, City of Lockport Director of Engineering
Michael Marino, PE with Nussbaumer & Clarke, Inc.

I. Call Meeting to Order: Chairman Gary Bennett called the meeting to order at 8:02 am.

II. Minutes: The reading of the Board of Directors minutes of the April 28th, 2022 meeting were waived. *Moved by Mr. Knowles, seconded by Mr. Jerz, that the minutes be approved. Ayes, 10, Noes, 0. Carried.*

III. Treasurer's Report: The April 2022 financial report was presented. As always, the Treasurer's Report was reviewed in detail by the Finance Committee prior to this meeting. For April 2022, the most notable payments were to Lumsden McCormick for the 2021 annual audit, PRP Financial for bookkeeping, Apex Consulting for the Small Project Fund project management, and Benchmark Turnkey related to the 50 Elmwood remediation project.

Moved by Mr. Jackson, seconded by Ms. Pasceri, to approve the Treasurer's Report for filing with our accountant. Ayes, 10. Noes, 0. Carried.

IV. Topics for Discussion:

a). Leadership Niagara – Leadership Niagara President & CEO Liz Zulawski spoke to the board about the organization and its customized leadership development programming. Leadership Niagara was established in 1985 and is the longest running leadership development program in NYS. It was formed out of a real need to build future leaders in Niagara County, and works to bring leaders together, while providing programming that gives participants a better understanding of different facets of the county. Their premiere program is a year-long program that contains a mix of adults – those who are both senior and at the beginning of their careers. It begins in January every year with an average of about 40 people in each class. Programming is offered all throughout the county and when you graduate, you graduate into a network of professionals. LN also offers a youth program called LYNC for high school students which runs through the length of the school year. Finally, LN can offer any organization customized leadership development training such as: team building, strategic planning, etc. Mr. Smith reminded the board that in

2018, the GLDC surveyed the Lockport business community to determine what type of training might be useful to them. At that time, businesses identified organizational culture as a topic of interest, so the GLDC sponsored a workshop on that topic. Mr. Smith said the GLDC would like to offer another workshop for businesses, possibly this coming fall.

b) Lockport Main Street: Lockport Main Street Events Coordinator Grace Platt gave the board an update on all the organization has planned for the summer months ahead. Highlights included: the Lockport Community Farmers Market will be starting its 12th season on Canal Street every Saturday from 9 am to 2 pm (June 4th-October 22nd) and Wednesdays beginning July 6th-September 28th from 2 pm to 6 pm. June 10th kicks off the first “Rock the Locks” concert series which will feature live music, food, vendors and more. Other dates are: July 1st, August 28th and September 18th. New this year will be “Family Fun on Canal Street” – Sundays June 26th, July 17th, August 28th & September 18th from 5 to 8 pm. LMS will bring family-oriented programming to Canal Street including activities, music and regional food trucks. Cycle the Erie is Sunday, July 10th from 9:30 am to 11:30 am. LMS will welcome to Lockport more than 750 cyclists on their journey across the Erie Canalway Trail. Ms. Platt encouraged the board to check out www.discoverlockport.com to check out the community calendar.

c). Skate Park: Mr. Smith welcomed newly appointed City of Lockport Director of Engineering Steven Pump and Michael Marino, PE with Nussbaumer & Clarke, Inc. to discuss the city’s plans for the new skate park. The city has partnered with Lockport Community Services, a not-for-profit, on the project and there is \$550,000 in funding already in place. Mr. Pump explained that the city wants to contract with Grindline, a company that specializes in design/builds of skating parks. A challenge presented itself when the Association of Contractors filed a notice of complaint wanting the city to go out to bid on both the design and construction elements for the park. If the city had to do this, it would push the timeline back until the end of the year, costing valuable time and resources. As such, the city is requesting the GLDC act as a passthrough agency for the project. After a lengthy discussion, Mr. Smith said if the board was comfortable moving forward with the project, any funding in hand would have to be transferred as soon as possible to the GLDC to cover upfront costs, and that actual costs incurred by the GLDC would need to be covered. He also stipulated that the GLDC would consider acting as a passthrough agency for the skate park project because of the importance of this particular project to the community, but that in no way should a precedent be set for other city projects in the future. The GLDC board and staff also felt it was important to reach out to the Association of Contractors to maintain a good working relationship and to develop an Advisory Committee to oversee the project made up with representatives from the city, LCS and the GLDC. Ongoing insurance and maintenance will be the responsibility of the city.

Moved by Mr. Jackson, seconded by Ms. Murphy, to authorize the President/CEO, contingent on attorney approval, to enter into an agreement with Grindline, Lockport Community Services and the City of Lockport to implement the Grindline proposal. Ayes, 9, Noes, 0. Carried.

d). Hotel Occupancy Agreement: *Moved by Mr. VanSchoonhoven, seconded by Mr. Jerz, to authorize the President/CEO to execute the agreement between the City of Lockport and the GLDC, Lockport Main Street, the First Presbyterian Church of Lockport, the Niagara County Historical Society and the Lockport Locks Heritage District Corporation. Ayes, 9, Noes, 0. Carried.*

e). Properties: Mr. Smith informed the board that the sale of the former Kendzie’s building, 13 W Main, closed yesterday. The city council also voted to transfer the property at 50 Elmwood to the city. (Special thank you to Gina Pasceri and Jackie Davis for their leadership on this issue). Finally, Mr. Smith informed the board that that Harrison Place was approached by a property owner who owns a property of interest near the campus that has the potential for additional parking. Mr. Mancuso is working with that property owner to find out if this is an opportunity worth exploring.

f). Programs: Ms. Peck provided the board with a report on the following GLDC/City programs:

1. Microenterprise Grant:

- City of Lockport awarded - \$300,000. The GLDC launched this program in November of 2021. Thus far, we have received 5 applications. Contracts have been executed with the first 3 of the awardees approved in March and they are proceeding with their projects. They are:

- **B&D Bagels (start-up) – 21 Main Street: Grant Award: \$10,000** for equipment now to upgrade existing equipment to increase productivity.
- **Jen's Catering (start-up) – 197 East Avenue: Grant Award: \$20,000** for kitchen equipment and inventory to build out commercial kitchen in this vacant space to expand existing her existing catering business. She also intends to offer take out dining and in-person dining on a limited basis once she officially opens sometime next month.
- **JT's Fitness: (existing business) – 30 Pine Street: Grant Award: \$12,000** for equipment now to upgrade his existing gym and expand service and upgrade his existing equipment.

- Two more business owners have now completed their applications and business plans and they are ready for the Grants Committee to review their projects. Interviews are scheduled for **Wednesday, June 8th** for **Baby Ribs** (135 Charlotte Street) and **Motherland Art Studio** (17 West Main Street).

2. DRI Small Project Fund

Projects Complete:

- 12 Grain Studios (17 West Main Street) - façade renovation.
- Sylvia's Dance Studios (33 Pine Street) – partial roof replacement.
- Lake Effect Warehouse (149 Niagara Street) – complete roof replacement.
- Muscato Home & Gifts (1 Walnut Street) – interior renovations including new lighting, cabinetry, and flooring.
- Shamus Restaurant (98 West Avenue) – interior renovations including new glass front door, renovations to upper level.

Projects Under Construction:

- Donna Eick's building (7 Charles Street) – roof replacement (began this week).
- Clinton Building (One Main Street) – façade renovations, stone replacement, new awnings
- Palace Theatre (2 East Avenue) – upgrade of electrical systems to accommodate new equipment & technology needs.
- Former Moose Lodge (4 Lock Street) – exterior façade renovation.

Scheduled for Construction this Spring/Summer:

- Papa Leo's (36 Main Street) – new HVAC system
- Casual Dragons Games (236 Walnut Street) – new flooring and carpeting
- Bewley Building (10 Market Street) – upgrade of four restrooms.
- Kenzie's (13 West Main Street) – exterior façade renovation.
- Gould's Flowers & Gifts – exterior façade renovation.
- ECDC (24 Church Street) – new signage, exterior roof & brick repair
- Harrison Place – exterior brick repair on Building 4
- SubDelicious – replacement windows

3. Lockport Small Business Restoration Fund: City of Lockport has been awarded an \$845,000 grant through the federal CARES (Coronavirus Aid, Relief, and Economic Security Act). Of the \$845,000 grant - \$500,000 will be used for public facilities projects; \$300,000 will be used for economic development funding in the form of grants for businesses with fewer than 25 employees; and \$45,000 will be used for project delivery and administration. Deadline for applications was May 20th. We received 6 applications, which are being reviewed with the help of our friends at Harrison Studios.

Eligible uses of grant funds must fall into one of the following categories:

- Expenses related to reopening or altering operations,
- Payroll to bring back staff or increase staff hours,
- Inventory to assist with reopening or altered operations,
- Working capital to assist with cash flow disruptions as a result of the pandemic,
- Equipment or supplies such as PPE to support customer and staff safety,
- New furniture or fixtures to guide social distancing, allow or expand outdoor dining, and safely increase capacity,
- Marketing to announce reopening and/or altered operations.

4. **Palace \$500,000 grant for Empire State Development:** A couple of weeks ago, we received a call from staff at Empire State Development that the Palace was being invited to apply for a \$500,000 grant that no one seemed to know about. After a little digging, we figured out that it was result of a meeting that Brian Smith had several years ago with Senator Ortt regarding the Palace's need for renovation, and at his urging, the Senator's staff put in a request that the Palace be considered for funding through an appropriation in the state budget. Fast forward to 4 years later - we received a letter from ESD that the project has been included in the Urban Development Corporation/Empire State Development's 2018-2019 budget and we have been invited to apply for grant of up to \$500,000 for the project.

g). Committees: Mr. Smith referred the board to an insert in their board packets that lists the GLDC committees, a description of each and its members. Mr. Smith asked each board member to review the committees and let staff know if there are any changes. In addition, the document had previously been sent to our new board members for their consideration. The hope is that all board members would consider serving on at least one committee. If any board member would like to serve on a committee, please let Mr. Smith or Ms. Peck know.

h). Personnel: Mr. Smith informed the board that he and his wife are expecting their second child in July and of his intention to take some time off.

V. Adjourn Meeting: *Motion to adjourn the meeting was made by Mr. Knowles, seconded by Mr. Jerz. Ayes, 9. Noes, 0. Carried.*

Next meeting: Thursday, June 23rd, 2022

Jackie Davis,
Secretary